

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE
HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE,
WEDNESDAY, APRIL 22, 2009 AT 9:00 A.M.

PRESENT:	Chair	Karen Marriott
	Members	Doug Beach Frank Coyle Ian Crichton Judith Cox Phil Sled
ABSENT:	Member	Mark Taylor
STAFF:	Director of Public Works	Clayton Cameron (part of meeting)
	Director of Fire & Emergency Services	Eric Dowell (part of meeting)
	Deputy Clerk	Sharon Goerke
	Chief Administrative Officer	Eric Peterson
	Director of Corporate Services	Henry Sander

CALL TO ORDER

Chair Marriott called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

- "NIL"

DELEGATIONS

- "NIL"

REPORTS FROM OFFICIALS (*for information*)

Fire Report for the month of March 2009.

April 22, 2009

Fire Report No. F09-055, 04/01/09, with respect to Hydro Calls.

Corporate Services Report No. C09-018, 03/30/09, with respect to Remuneration and Expenses of Council.

MOTION CSC042209-01: *Moved by Member Cox and seconded by Member Sled that the following Reports from Officials be received as information:*

- (a) Fire Report for the month of March 2009;*
- (b) Fire Report No. F09-055, 04/01/09, with respect to invoicing for Hydro Calls; and*
- (c) Corporate Services Report No. C09-018, 03/30/09, with respect to Remuneration and Expenses of Council;*

AND FURTHER THAT a representative from Ontario Hydro be invited to the May Corporate Services Committee to further discuss hydro calls by the Fire Department.

CARRIED

REPORTS FROM OFFICIALS (for direction)

Planning and Development

- “NIL”

Recreation and Facilities

- “NIL”

Public Works

Public Works Report No. W09-013, 04/08/09, with respect to Winter Maintenance of Warminster Road.

MOTION CSC042209-02: *Moved by Member Crichton and seconded by Member Beach that Public Works Report No. W09-013, dated April 8, 2009, with respect to winter maintenance of Warminster Road be received;*

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AND FURTHER THAT this report be forwarded to Mr. Buchanan for his information.

CARRIED

Public Works Report No. W09-014, 04/15/09, with respect to CROWD presentation.

MOTION CSC042209-03: *Moved by Member Beach and seconded by Member Crichton that Public Works Report No. W09-014, dated April 15, 2009, with respect to CROWD presentation to Council be received; AND FURTHER THAT a copy of this report be forwarded to the representative for this group for their information; AND FURTHER THAT staff be directed to report on quotations to provide a diversion in the Coldwater area from appropriate engineers.*

Recorded Vote

<i>Doug Beach</i>	<i>Yes</i>
<i>Judith Cox</i>	<i>Yes</i>
<i>Frank Coyle</i>	<i>Yes</i>
<i>Ian Crichton</i>	<i>Yes</i>
<i>Karen Marriott</i>	<i>Yes</i>
<i>Phil Sled</i>	<i>No</i>
<i>Mark Taylor</i>	<i>Absent</i>

CARRIED

Fire and Emergency Services

- "NIL"

Corporate Services

Corporate Services Report No. W09-013, 04/14/09, with respect to Business Improvement Area – Coldwater.

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MOTION CSC042209-04:

Moved by Member Sled and seconded by Member Coyle that Corporate Services Report No. C09-010, dated April 14, 2009, with respect to Business Improvement Area – Coldwater be received; AND FURTHER THAT the Draft By-law to establish and designate a Business Improvement Area in Coldwater be adopted; in principle, and forwarded to Severn Township Council for its consideration; AND FURTHER THAT the Deputy Clerk be directed to give notice of the By-law in accordance with the Municipal Act; with the following criteria:

- (1) Secretary to be a member of the BIA;*
- (2) Clarification on the status of this Local Board as to municipal compliance; and*
- (3) Cost estimates to date be reported by staff to Council.*

CARRIED

Recessed 10:30 a.m.
Reassembled 10:35 a.m.

Corporate Services Report No. C09-016, 03/27/09, with respect to a Policy – Outdoor Notice Boards.

MOTION CSC042209-05:

Moved by Member Cox and seconded by Member Crichton that Corporate Services Report No. C09-016, 03/27/09, with respect to a Policy – Outdoor Notice Boards be received; AND FURTHER THAT the following policy be adopted with respect to use of the notice boards: “THAT outdoor notice boards installed by the Township of Severn be used for municipal purposes only”.

CARRIED

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Corporate Services Report No. C09-019, 03/20/09, with respect to Joint Municipal Service Board – Severn Sound Environmental Association.

MOTION CSC042209-06: *Moved by Member Cox and seconded by Member Sled that Corporate Services Report No. C09-019, dated March 30, 2009, with respect to Joint Municipal Service Board – Severn Sound Environmental Association be received; AND FURTHER THAT the By-laws to establish the Joint Municipal Service Board, appoint a member of Council to the Board, and provide for remuneration for attendance at meetings be forwarded to Severn Township Council for its consideration.*

CARRIED

Corporate Services Report No. C09-021, 04/09/09, with respect to Encroachment Agreement – 26 Coldwater Road.

MOTION CSC042209-07: *Moved by Member Cox and seconded by Member Sled that Corporate Services Report No. C09-021, dated April 9, 2009, with respect to Encroachment Agreement – 36 Coldwater Road be received; AND FURTHER THAT the owner of the above-noted property be advised that an Encroachment Agreement will be required for the overhang at the gas station in accordance with the Township of Severn’s policy on encroachments.*

CARRIED

Corporate Services Report No. C09-022, 04/12/09, with respect to Coldwater Building Canada Fund Infrastructure Program.

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MOTION CSC042209-08: *Moved by Member Cox and seconded by Member Crichton that Corporate Services Report No. C09-022, dated April 12, 2009, with respect to Coldwater Building Canada Fund Infrastructure Program be deferred pending receipt of additional information from staff.*

CARRIED

Corporate Services Report No. C09-023, 04/12/09, with respect to Voucher System for Large Item Pickup.

MOTION CSC042209-09: *Moved by Member Cox and seconded by Member Sled that no action be taken on Corporate Services Report No. C09-023, 04/12/09, with respect to a Voucher System for Large Item Pickup.*

CARRIED

Corporate Services Report No. C09-024, 04/12/09, with respect to Remote Access – Agenda Packages.

MOTION CSC042209-10: *Moved by Member Sled and seconded by Member Coyle that no action be taken on Corporate Services Report No. C09-024, dated April 12, 2009, with respect to remote access for agenda packages.*

CARRIED

Director of Corporate Services, with respect to G-8 Summit Grant Application.

MOTION CSC042209-11: *Moved by Member Crichton and seconded by Member Beach that discussion with respect to the G-8 Summit Grant Application be received;*

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AND FURTHER THAT this Committee support the submission of two (2) generators for Washago and Coldwater and 1 HAZMAT trailer to assist with this initiative.

CARRIED

Administration

- “NIL”

CORRESPONDENCE (for information)

Bruce Stanton, M.P. 03/19/09, with respect to Recreation Infrastructure Program.

Matchedash Community Heritage Centre, 03/30/09, with respect to Repayment of Funds – Roof Repairs.

MOTION CSC042209-12: *Moved by Member Cox and seconded by Member Sled that the following correspondence be received as information:*
(a) Bruce Stanton, M.P., 03/19/09, with respect to Recreation Infrastructure Program; and
(b) Matchedash Community Heritage Centre, 03/30/09, with respect to Repayment of Funds – Roof Repairs.

CARRIED

CORRESPONDENCE (for direction)

dmA Planning and Management Services, with respect to Final Recreation Master Plan.

MOTION CSC042209-22: *Moved by Member Cox and seconded by Member Crichton that the Final Recreation Master Plan for the Township of Severn, dated March 2009, be adopted, in principle;*

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AND FURTHER THAT staff be directed to report on implementation of the priorities listed within the report for 2009 within the allocated budget as follows:

- (1) Liability insurance for parkland volunteers;*
- (2) Capital grant requests for 2009 parkland in appropriate locations;*
- (3) Sample agreements for operation of municipal parkland;*

AND FURTHER THAT grass cutting for all municipal owned parkland be performed by the municipality on an annual basis.

CARRIED

Simcoe County District School Board, 03/27/09, and 04/02/09, with respect to Disposition of School Property – Orillia Central School, David H. Church School, Hillcrest Public School and Mount Slaven Public School.

MOTION CSC042209-13:

Moved by Sled and seconded by Member Coyle that correspondence from the Simcoe County District School Board, dated March 27, 2009 and April 2, 2009, with respect to closure and disposal of school board properties be received; AND FURTHER THAT the Board be advised that the Township of Severn is not interested in obtaining ownership of these properties.

CARRIED

Velocity Bike and Multisport Cycling Club, 03/28/09, with respect to Use of Township Roadways.

MOTION CSC042209-14:

Moved by Member Sled and seconded by Member Coyle that a request of the Velocity Bike and Multisport Cycling Club, dated March 28, 2009, for bi-weekly use of Township roadways be approved, subject to the following conditions:

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- (a) that traffic flow within the Township of Severn will not be unreasonably impeded during the event and that residents and businesses will be accommodated with a minimum of inconvenience;*
- (b) that Velocity be encouraged to place volunteers at all major intersections in order to ensure the safety of all participants;*
- (c) Velocity be requested to notify all retailers and residents on the proposed route by mail of the time and location of the time-trails;*
- (d) Velocity be required to forward annually a copy of a Certificate of Liability Insurance in the amount of \$5 million naming the Township of Severn as an additional insured.*

CARRIED

Township of Ramara, 03/27/09, with respect to 2009 Lake Country Contribution.

MOTION CSC042209-15:

Moved by Member Sled and seconded by Member Cox that a letter from the Township of Ramara, dated March 27, 2009, with respect to 2009 Lake Country Contribution be received; AND FURTHER THAT Ramara be advised that Severn will be contributing \$15,000.00 for 2008, subject to receipt of written confirmation that all parties will be contributing for 2008.

CARRIED

Westshore Community Policing Committee, 03/30/09, with respect to Use of Shadow Creek and Timberline Park Area.

MOTION CSC042209-16:

Moved by Member Cox and seconded by Member Beach that a request of the Westshore Community Policing Committee, dated March 30, 2009, for use of the Shadow Creek and Timberline Park areas for a community event be approved;

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AND FURTHER THAT the Committee be advised that the next water bill mail out will not be until the end of June and the Notice Boards may not be installed in time for this event.

CARRIED

Thomas Wilson, 04/09/09, with respect to High Speed Internet.

MOTION CSC042209-17: *Moved by Member Cox and seconded by Member Sled that a letter from Thomas Wilson, dated April 9, 2009, with respect to high speed internet services be referred to the County of Simcoe for a response.*

CARRIED

AECOM, 04/06/09, with respect to Westshore Water and Sewer System.

MOTION CSC042209-18: *Moved by Member Sled and seconded by Member Coyle that a letter from AECOM, dated April 6, 2009, with respect to the Westshore Water and Sewer System be received; AND FURTHER THAT AECOM be advised that once the monitors are working satisfactorily to the Township, further consideration will be given to payment of the outstanding invoices.*

CARRIED

County of Simcoe, with respect to Property Tax Memo – Affordable Housing.

MOTION CSC042209-19: *Moved by Member Sled and seconded by Member Coyle that a memo from the County of Simcoe with respect to affordable housing be received;*

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AND FURTHER THAT the County be advised that Severn Township will consider each request individually in appropriate locations within the municipality.

CARRIED

Recessed 12:25 p.m.
Reassembled 1:02 p.m.

Association of Municipalities of Ontario, 04/15/09, with respect to Canada and Ontario Intake 2 – Infrastructure Stimulus Fund.

MOTION CSC042209-20: *Moved by Member Beach and seconded by Member Crichton that a notice from the Association of Municipalities of Ontario, dated April 15, 2009, with respect to the Canada and Ontario Intake 2 - Infrastructure Stimulus Fund be received;*
AND FURTHER THAT staff be permitted to apply for funding for the following projects:
(1) Bridge # 17 – Lovering Line
(2) Bridge #28 – Hampshire Mills Line
(3) Uthoff Line Bridge # 14 or large culvert.

CARRIED

Member Cox with respect to Meeting Times.

MOTION CSC042209-21: *Moved by Member Cox and seconded by Member Coyle that a presentation of Member Cox with respect to regular meeting times be received;*
AND FURTHER THAT the regular meetings of Severn Township Council and the Planning and Development Committee commence at 7:00 p.m. unless otherwise determined by Council;

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AND FURTHER THAT the Deputy Clerk be directed to prepare a Draft By-law to amend the Procedure By-laws for consideration of Council.

LOST

COMMITTEE UPDATES

Member Coyle updated the Committee on the following items:

- Orillia Library Board
- Washago Community Centre
- Ontario's Lake Country

Member Sled updated the Committee on the following items:

- Orillia Hospital Board
- County of Simcoe

Member Cox updated the Committee on the following item:

- Ontario Provincial Police
- Coldwater Centennial Committee
- Ontario's Lake Country

Member Beach updated the Committee on the following item:

- Bridge Closing – Port Severn
- Severn Sound Environmental Association

Member Crichton updated the Committee on the following items:

- Chamber of Commerce
- ODAS Park
- Marchmont Ratepayers

Member Marriott updated the Committee on the following items:

- Westshore Community Policing

UNLISTED ADDITIONS

- "NIL"

CONFIDENTIAL AGENDA

Motion to close the meeting to the public.

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MOTION CSC042209-23:

Moved by Member Cox and seconded by Member Sled that this meeting be and it is hereby closed to the public pursuant to the Municipal Act, S.O. 2001, Chapter 25, Section 239.(2), for the purpose of considering:

- (a) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and*
- (b) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

CARRIED

- CONFIDENTIAL -

Motion to reopen the meeting to the public.

MOTION CSC042209-24:

Moved by Member Cox and seconded by Member Sled that this meeting be and it is hereby reopened to the public.

CARRIED

Meeting Reopened

Stephen L. Cappe, Solicitor, 03/23/09, with respect to Braywood Services Inc – Shadow Creek Road.

MOTION CSC042209-25:

Moved by Member Cox and seconded by Member Sled that a letter from Stephen L. Cappe, Solicitor, dated March 23, 2009, with respect to Braywood Services Inc. be received; AND FURTHER THAT staff be directed to meet with the General Manager and report further to the outstanding invoices.

CARRIED

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The Gables Cottages Resort, 04/13/09, with respect to Removal of Docks – Lake St. George.

MOTION CSC042209-25: *Moved by Member Sled and seconded by Member Coyle that a letter from the Gables Cottage Resort, dated April 13, 2009, with respect to the removal of docks on Lake St. George be received; AND FURTHER THAT this Committee reaffirm Resolution No. CSC082708-06 with respect to removal of the docks.*

CARRIED

Allan French, 04/14/09, with respect to 4114 Wainman Line.

MOTION CSC042209-27: *Moved by Member Sled and seconded by Member Coyle that a letter from Allan French, Solicitor, dated April 14, 2009, with respect to 4114 Wainman Line be received as information.*

CARRIED

Russell Christie with respect to Tenders – Administration Office.

MOTION CSC042209-28: *Moved by Member Cox and seconded by Member Beach that Agenda Item No. J-4 with respect to tenders – Administration Office be removed from the agenda as no further action is required with respect to this matter.*

CARRIED

Motion to adjourn.

MOTION CSC042209-29: *Moved by Member Cox and seconded by Member Sled that this meeting be and it is hereby now adjourned.*

CARRIED

April 22, 2009

Adjournment 2:38 p.m.

Karen Marriott
Chair

Sharon R. Goerke
Deputy Clerk